



PATUXENT RIVER, MARYLAND 20670-1139

PLAN OF THE WEEK

16 OCTOBER 2002 – 22 OCTOBER 2002

ALL ORDERS, INSTRUCTIONS AND ITEMS OF PERTINENT INTEREST SET FORTH HEREIN WILL BE ANNOUNCED AT DEPARTMENT/DIVISION MEETINGS. ALL HANDS ARE RESPONSIBLE FOR READING THE PLAN OF THE WEEK AND OBEYING APPLICABLE ORDERS.

COMMANDER:

VICE COMMANDER:

COMMAND MASTER CHIEF:

COMMAND CAREER COUNSELOR:

DRUG AND ALCOHOL ADVISOR:

OMBUDSMAN:

SECURITY MANAGER:

COMMAND MANAGED EQUAL OPPORTUNITY OFFICER:

SENIOR ENLISTED SECTION LEADER:

NAVAIR DUTY OFFICE:

NAVAIR CDO (PAGER):

NAVAIR INSPECTOR GENERAL HOTLINE:

NAVY FRAUD, WASTE, AND ABUSE HOTLINE:

NAVY SEXUAL HARASSMENT ADVICE LINE:

NAS PATUXENT RIVER, FRAUD, WASTE AND ABUSE HOTLINE:

NAVAIR MILITARY SUPPORT SERVICES WEB SITE:

BUPERS HOME PAGE:

UNIFORM OF THE DAY:

VADM J. W. DYER

RADM C. H. JOHNSTON

CNOCM MARRIOTT, 7-7985

AE1 MURACH, 7-7842

AMC(AW) YOUNG, 7-8293

TBD

MR. J. CODY, 7-2930

LCDR K. J. GARBE, 2-2683

ADCS(AW) MUFFLEY 7-9137

7-6100

301-872-7471

(301) 757-1168

1-800-522-2451

1-800-253-0931

(301) 342-7519

[Http://hro.navair.navy.mil/military](http://hro.navair.navy.mil/military)

www.bupers.navy.mil

NASPAXRIVNOTE 1020 Refers

CARRY OUT DAILY ROUTINE WITH THE FOLLOWING ADDITIONS AND/OR DELETIONS

NAVAIR CDO WATCHBILL

WED	16 OCT	CDR MURPHY
THU	17 OCT	CDR GONZALEZ
FRI/SAT/SUN	18-20 OCT	CDR MORGAN
MON	21 OCT	CDR ORTIZ
TUE	22 OCT	CDR HOLLAND
SUPER:	14-20 OCT	CDR MATHERS
SUPER:	21-27 OCT	CDR MCELIGOT

CNOCM CONNOR'S RETIREMENT CEREMONY: CNOCM(AW/SW/NAC) James J. Connor, Chief of Naval Operations Directed Command Master Chief, Naval Air Systems Command, will retire from active Naval Service at a ceremony on Monday 21 October 2002 at 1300 in the Atrium of the RADM Moffett Building. All team members are welcome to attend.

FALL 2002 PRT CYCLE: Start now! Beat the rush! If you have not been adhering to the CNO Directed three times a week exercise program, don't wait for the last minute. Mark your calendars now for the upcoming semi-annual PRT cycle! The FALL 2002 PRT schedule is as follows:

5 August 2002-14 October 2002 -- Risk Assessment and Medical Screening

21 October 2002 -25 October 2002 (0630-0830) - Weigh-Ins at the Drill Hall, (Body Composition Assessment)

28 October 2002- 1 November 2002 - PFT Testing (Run/Swim, Curl-Ups, Pushups, Sit-Reach at the Cedar Point Beach Pavilion from **0800-1000**. (SWIMMERS AT 0800 ONLY.)

Report to your Competency/PMA PRT Representative ASAP to do your Risk Factor Screening. This MUST be done prior to the weigh-ins and MUST be done prior to any medical screenings required. The only form Medical will accept for Medical Screenings will be the SF 600 printed directly from the PRT Program by your Competency/PMA Rep. **YOU MUST HAVE A CURRENT PHYSICAL EXAMINATION TO PARTICIPATE.**

Failure to maintain or update your physical will result in a non-participant status for the upcoming PRT Cycle and Service Record/EVAL/FITREP entries as directed by OPNAVINST 6110.1F. Non-participation in testing is also a failure and will be documented accordingly via page 13 entries and other means as required by the OPNAVINST 6110.1F.

ANNOUNCING THE FALL 2002 GOSHAWK GAMES ! The Goshawk Games will be commencing at Harper's Creek Pavilion at 1100 on Thursday 24 October 2002. The Goshawk Games are a competitive athletic event for all that also satisfies the PRT requirement for Active Duty personnel. Events include the 1.5 mile run, pushups, and sit-ups. Teams of four or more are encouraged to participate as well as individuals. Prizes will be awarded for the **best overall team** score, **best overall individual** score and **individual event** scores. The cost is only \$5 and includes the Food and refreshments following the race. Registration forms are available at PMA-273 (T-45/T-6), Suite 154 in the IPT Bldg. or E-mail your request to CDR Henry Jackson (JacksonHM@navair.navy.mil). Individual participation registration deadline is 23 October; team or competitive individual registration deadline is 18 October 2002. For additional details, please contact CDR Henry Jackson at (301)-757-5181

ANNOUNCEMENT OF IMPLEMENTATION OF CWO5 GRADE IN THE NAVY: The Secretary of the Navy has authorized implementation of Chief Warrant Officer Grade W-5 commencing with the FY-04 selection board cycle.

Through years of service in repetitive tours within specific specialties, Navy Chief Warrant Officers are without question the Navy's foremost technical experts. As Navy ships, systems, and equipment become more complex and the operational environment more demanding the requirement for technical leadership is all the more critical. Implementation of the CWO5 rank will ensure that the Navy attracts and retains our very best technical leadership for a full 30 year career. Per 10 U.S.C. 571, the total authorized CWO5 billets shall not exceed five percent of the total overall CWO end strength. The Navy expects to phase in approximately 84 billets over the next five years. The Chief of Naval Personnel will conduct a separate CWO5 promotion board for FY-04. NAVADMIN 337/02 refers.

CHANGE YOUR CLOCK AND CHANGE YOUR BATTERY: Just a reminder for all personnel in the Pax River Complex to change batteries in your smoke alarms/detectors when you change your clocks back to standard time on 27 October 2002.

NOVEMBER GENERAL ELECTION INFORMATION: If you haven't yet submitted your Federal Post Card Application (FPCA)/SF-76, Request for Registration and/or Absentee Ballot for the 05 November General election, you may still have time. Find out if your state's deadline has passed by following this link <http://www.fvap.ncr.gov/vag/vagchapter3.html> to the Federal Voting Assistance Program's (FVAP) web page for State Absentee Registration and Voting Procedures. (You'll need Adobe Acrobat Reader to view the document.) Scroll down to your state's name, click, and read!

FPCA's are available, postage-paid, from LCDR Kathy Garbe at NAVAIR HQ. Most states also now accept the On-line Version of the FPCA (OFPCA); however, unlike the postage-paid cardstock FPCA, users of the OFPCA must provide their own envelope and postage. The on-line version is available 24/7 at <http://www.fvap.ncr.gov/othertools/onlinefpc.html>. State-specific instructions will guide you in proper completion of your state's OFPCA.

Whether you choose the FPCA or OFPCA, you have the tools to take advantage of this opportunity to register and request your ballot. Many of you also have family members who would benefit from the services of the Voting Assistance Program. Please share this information with them. **POC is LCDR Kathy Garbe at 342-2683 or garbekj@navair.navy.mil.**

FEDERAL LONG TERM CARE INSURANCE PROGRAM: NAVADMIN 333/02 contains information regarding this new program that extends long-term care insurance coverage to members and certain former members of the uniformed services and their qualified family members.

Long term care is the type of care needed if you can no longer perform normal activities of daily living, like eating or dressing. Long term care is provided in different settings such as assisted living facilities and nursing homes, but most often at home.

Approximately 60 percent of those who reach the age of 65 will need long term care at some point in their lives. 40 percent of those receiving long term care are between ages 18 and 64 and it is due to some type of medical condition such as a stroke, Multiple Sclerosis, or an accident.

The Office of Personnel Management (OPM) is the sponsor of this new program, which is likely to be the largest employer-sponsored long term care insurance program in the nation. The federal long term care insurance program applies to over 20 million members of the federal family, including federal and postal employees and annuitants, members and retired members of the uniformed services and qualified relatives. OPM has contracted with John Hancock and Metlife, which formed a joint venture called long term care partners, to provide this insurance. Premiums and frequently asked questions are available on the OPM web site at <http://www.opm.gov/insure/ltc/index.htm>. The long term care partners web site contains an overview of benefits available, an outline of coverage, and other information.

The open enrollment period commenced on 1 July and lasts through 31 December 2002. Open enrollment periods after December 2002 will be determined at a later date. Additional information and details regarding long-term care may be obtained at www.ltcfeds.com or contacting 1-800-LTCFEDS.

LONG-TERM CARE BRIEF: At Fleet And Family Support Center October 21, 11:00-12:00 and October 21, 6:30-7:30pm

Is your family protected? What do you know about Long-Term Care? Who pays for Long-Term Care? Are you able to fund Long-Term Care for a family member? **Please note this is an overall brief on the subject of Long Term Care and is not the Government Brief.**

Get the answers to these questions and more! Two sessions available.

CALL TO RESERVE YOUR SEAT TODAY.
342-4911

***** CORRECTED NOTE*** SEPTEMBER WILL BE THE LAST MONTH FOR PRINTED LEAVE AND EARNING STATEMENTS:**

Due to funding and billet cuts, PSD Pax River will no longer be printing and distributing Leave and Earning Statements (LES) after the September print. Beginning with the October LES, members will be required to use the Employee/Member Self Service (E/MSS) for viewing/printing of LES's. E/MSS may be accessed 24 hours a day, 7 days a week through the Internet at <http://www.dfas.mil/emss>. Access requires a Personal Identification Number (PIN). To establish a PIN, members must follow the instructions on the DFAS Web site or contact the E/MSS customer support unit at 1-800-390-2348 from 0700-1930 EDT, Monday through Friday.

E/MSS allows all Military and Civilian Department of Defense Employees access to their official pay account using either an Interactive Voice Response Telephone System (IVRS) or the Internet. Once they establish their unique personal identification number (PIN), members may access E/MSS to:

- A. View/Print their current and two previous leave and earnings statements (LES).
- B. Change their federal income tax withholding
- C. Update information for electronic funds transfer to their selected financial institution.
- D. Enroll in the thrift savings plan (TSP) during open season or within 60 days of joining the service. Members may change the percentage of basic pay/incentive pay/special pay contributed during open season, start or change bonus pay at anytime if already contributing to TSP and cancel contributions at any time.
- E. View status of travel claim payment processing for vouchers paid after 2 October 2001. Travel vouchers can be accessed by searching on the date paid, a date range, or by the last six positions of the travel order number.
- F. Change personal identification number (PIN) for both E/MSS and IVRS.
- G. Future E/MSS enhancements will enable members to execute state tax changes; start, stop, and change savings bond allotments; and view/print W-2 forms.

Questions may be directed to PN1 Hedrick at NAVAIR's Military Personnel Office. He can be reached at 2-3719.

CMEO NOTES: Diversity training, at bottom, is plain old-fashioned good business.

An organization whose members understand, and hopefully reflect, the diversity of the global marketplace will grab a bigger piece of the market share.

NAVY REG ARTICLE 1167, Supremacist Activities: No person in the naval service shall participate in any organization that espouses supremacist causes; attempts to create illegal discrimination based on race, color, sex, religion, or national origin; advocates the use of force or violence against the government of the United States or the government of any state, territory, district, or possession thereof, or the government of any subdivision therein; or otherwise engage in efforts to deprive individuals of their civil rights. The term "participate" as used in this article, includes conduct, performed alone or in concert with another, such as demonstrating, rallying, fundraising, recruiting, training, organizing or leading such organizations. The term "participate" also includes engaging in any other activities in relation to such organizations or in furtherance of the objectives of such organizations, when such activities are detrimental to good order, discipline, or mission accomplishment.

K. J. GARBE
Division Director, Military Services